

## This document contains:

- The Event Covid-19 risk assessment and risk mitigation plan in accordance with the [FEI Policy for Enhanced Competition Safety during the Covid-19 Pandemic](#)
- The Event Approved Schedule

*Given the current covid-19 situation, please note that the FEI's approval of a Schedule should not be taken as an absolute guarantee that the Event will definitely go ahead. The decision whether the Event can take place must be made by the OC and NF in close consultation with the applicable domestic government and public health authorities. It is the responsibility of each Participant to check the status of the Event prior to planning his/her travel to the Event.*

# MITIGATION PLAN



CentroHípico  
Ir. Pedro Coelho



# **MANUAL OF MITIGATION PROCEDURES AND CONTINGENCY PLAN FOR ATHLETES, AUTHORIZED PERSONNEL AND EMPLOYEES.**

May 13 and 15, 2022, at Centro Hípico Irmão Pedro Coelho in Barcelos.

Athletes, authorized personnel and employees undertake to comply with the rules of good hygiene and sanitary conduct listed by the General Directorate of Health (DGS) and to assume the Code of Conduct expressed in this Manual.

Athletes registered in the competitions, as well as coaches, handlers, family members and personnel directly linked to the athlete, are authorized to use the facilities of the Equestrian Center, from the 13th to the 15th of May, as long as they do not show signs or symptoms suggestive of COVID 19.

The entire sporting component (horse preparation, warm-up and competition) takes place outdoors. The sport is considered low risk.

The people from the Organizing Committee in contact with the Health Authority are:

Bruno Barros: 963662349 / [bruno@chn.pt](mailto:bruno@chn.pt)

Miguel Santos: 966614798 / [geral@chn.pt](mailto:geral@chn.pt)

## 1- Rules of the General Health Directorate.

The behavior of all people must be governed by the latest DGS guidelines with regard to frequent hand washing and disinfection, social distance and respiratory etiquette.

## 2- Movement to and from the Equestrian Center

Travel must be carried out, whenever possible, by car, without contact with third parties, respecting the latest DGS guidelines.

Users of the space in question can only go to the premises if they are asymptomatic.

## 3- Access control

Each athlete has 5 wristbands to distribute to their staff (owners, family members, coaches, handlers) for access to the Boxing Park. The public is allowed to enter the enclosure.

#### 4- Circulation in the Equestrian Center

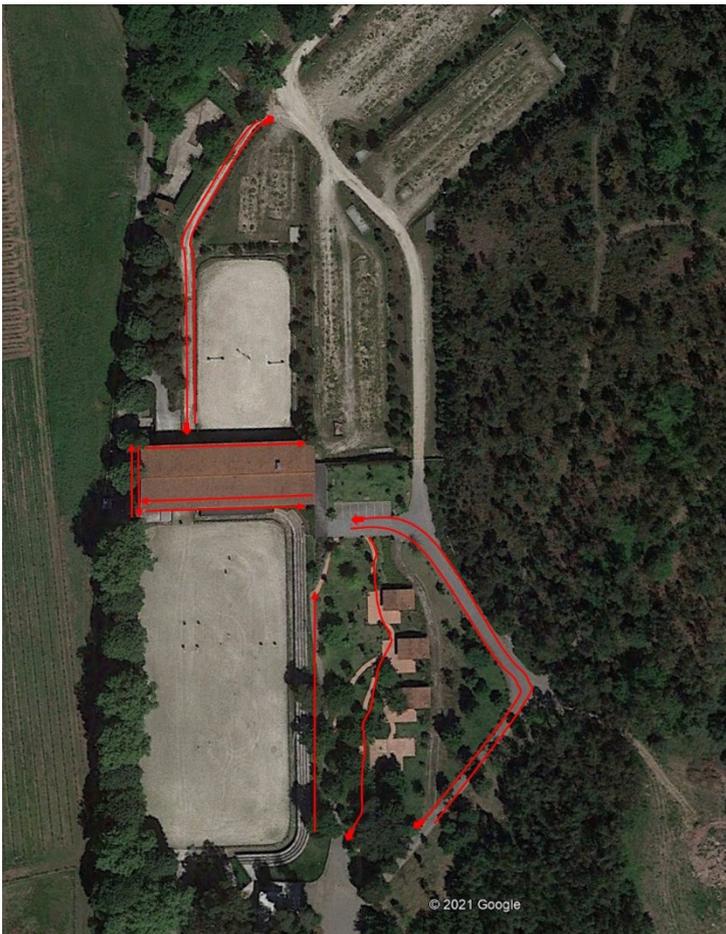
Circulation must occur inside the premises, obeying the duly placed signage.

The minimum physical distance of 2 meters must be observed, dismantled or assembled.

Mandatory use of a mask is not mandatory, according to the DGS.

Placement of disinfectant gel at the entrance of spaces (desk, catering, bathroom).

Circulation Map in the facilities:



Expected number of people at the event:

Organizing Committee: 70

Sets (horse/rider): 200

Authorized Personnel (5 people per rider): 1000

Area of the Enclosure: 12 Hectares.

#### 4.1.- Heating arena and competition track

- The maximum number of horses on the warm-up track (obstacles) will depend on what is defined by the marshals.
- The competition track can only have a maximum of 3 horses under any circumstances.
- Availability of alcohol-based antiseptic at the entrance and exit of the heating arena.
- Riders' individual equipment (eg touch, gloves, setique) must not be shared.

#### 4.2 - Stabling Area

- Boxes in open spaces - corridors of 3 meters.
- Use of gloves when using shared equipment.
- Frequent collection of garbage points.

#### 4.3 - Spas

- The use of changing rooms will be restricted.
- Daily and frequent disinfection of spaces.
- Use of paper.
- Compliance with signs (marking on the pavement).

#### 4.4 - Jury Office

The jury is made up of 6 people, aligned laterally towards the main track. Ventilation is ensured taking into account that the space is ventilated from 4 sides.



- Totally restricted access to contest officials, timing and IT services.
- Disinfection of work tools whenever there is a change in the role of officers.
- Put people side by side.

#### 4.5 - Secretariat

All administrative procedures must be simplified, minimizing the need for athletes and staff to travel to the competition secretariat.

The secretariat area is 130 square meters. Ventilation is ensured by permanently open doors. The limits of people in the secretariat are:

- Front office , it is planned to be outside (at the door) of the secretariat, and limited to 2 people.
- Back Office: 3 tender secretariat technicians.
- Director's Room: 2 People
- Course Designer Room: Limit of 3 people

Note: Other users must wait outside the secretariat, keeping a distance of 2 meters.

#### Other Considerations:

- The order of entries, competition calendars and results will be published on the Equestrian Center page.

#### 4.6 - Restoration

The restaurant consists of a building next to the slopes (heating and tasting), ventilated on 4 sides. The area is 1000 square meters and has a normal capacity of 300 people, however space will be limited to 150 seats, with a maximum capacity of 8 people per table.

The Bar will not have seats and will only be carried out with orders at the counter.

#### 4.7 - Spectators and public

The enclosure is open to the public.

#### 4.8 Competitive Model

The competition will have about 200/250 sets registered.

The opening hours of the tests will be between 09:00 and 18:30.

There are 8 tests per day. The award ceremony consists of a representative of each sponsor taking a photo with the award, next to the respective awarded rider (who is on horseback).

#### 4.9 Cleaning and Disinfection:

There is a permanent team dedicated to cleaning. It is estimated that they clean common spaces every 3 to 4 hours. The use of changing rooms (materials, products, frequency, use of personal protective equipment, etc. ) will be in accordance with guideline 014/2020.

Hygienization Plan: Location / Estimated Time

Bathhouses: 40 minutes

Secretarial: 20 minutes

Jury Tribune: 15 minutes

WC: 20 minutes

Common Spaces: 60 minutes

#### 4.10 Staff Personal Protective Equipment

A surgical mask will be provided to the organizing committee staff.

### 5. Clothing Treatment

The treatment of athletes' clothing is not applicable, as each athlete is responsible for their own equipment (horse and rider).

#### 6. Detection of a suspected case.

In case of detection of a suspicious case, the person responsible for the Organizing Committee must be contacted to forward to the isolation area: Mr. Miguel Santos contact 966 614 798.

Procedures:

- Put on a mask and gloves, BEFORE approaching a suspected case;
- Provide a new mask and gloves for the person with signs of illness;
- Forward the person to the room prepared for isolation, avoiding contact with other people;
- Identification and registration of the spaces frequented by the person and the contacts established with the person in that place;
- Routing for the isolation and exit of the installations defined in the image:



Isolation area location:



- Characteristics of the isolation area: Room with water kit and some non-perishable foods, alcohol-based antiseptic solution, paper towels and surgical masks.

## 2. The person with signs of illness:

- Follow the guidelines provided;
- Characteristics of the isolation area: Room with water kit and some non-perishable foods, alcohol-based antiseptic solution, paper towels and surgical masks.

### Procedures:

- a) A surgical mask must be placed on the suspected case, preferably by the person himself;
- b) The person/suspected case must be sent by a single employee to the isolation room/area, through the circuit and to the place previously defined in the Contingency Plan, where he must have a kit with water and some non-perishable foods, solution alcohol-based antiseptic, paper towels, surgical masks and, if possible, access to a sanitary facility for exclusive use;
- c) Then, contact the SNS Line 24 (808 24 24 24) and follow the recommendations.

## 6. Responsible for complying with the measures described in the Contingency Plan:

- Access Control: Security Leader
- Registration of Riders (Name, telephone, date, departure/entry time): Security Leader.
- Space capacity, social distancing and cleaning of facilities: Clube Hípico do Norte.

This document is available online at the equestrian center website: [www.chirpc.com](http://www.chirpc.com)

## RECINT MAP



- 1 – Facility Entrance
- 2 - Bar
- 3 - Sale of Equestrian Equipment
- 4 - Parking
- 5 - Flat riding arena
- 6 – Lounging
- 7 - Competition Venue
- 8 - Restaurant
- 9 – Warm up arena
- 10 - Stables Zones
- 11 - Truck Parking
- 12 - Bathhouses
- 13 - Isolation Area

## I. DENOMINATION OF THE EVENT

Venue: **CSI \* BARCELOS - PORTUGAL**

Date: **13 - 15 May**

NF: **POR**

Indoor:

Outdoor:

### EVENT CATEGORIES:

CSIO5* <input type="checkbox"/>	CSI5*-W <input type="checkbox"/>	CSI5* <input type="checkbox"/>	CSIU25-A <input type="checkbox"/>	CSIU25-B <input type="checkbox"/>
CSIO4* <input type="checkbox"/>	CSI4*-W <input type="checkbox"/>	CSI4* <input type="checkbox"/>	CSIY-A <input type="checkbox"/>	CSIY-B <input type="checkbox"/>
CSIO3* <input type="checkbox"/>	CSI3*-W <input type="checkbox"/>	CSI3* <input type="checkbox"/>	CSIJ-A <input type="checkbox"/>	CSIJ-B <input type="checkbox"/>
CSIO2* <input type="checkbox"/>	CSI2*-W <input type="checkbox"/>	CSI2* <input type="checkbox"/>	CSIch-A <input type="checkbox"/>	CSIch-B <input type="checkbox"/>
CSIO1* <input type="checkbox"/>	CSI1*-W <input type="checkbox"/>	CSI1* <input checked="" type="checkbox"/>	CSIV-A <input type="checkbox"/>	CSIV-B <input type="checkbox"/>
CSIOY <input type="checkbox"/>		CSIL1* <input type="checkbox"/>	CSIAm-A <input type="checkbox"/>	CSIAm-B <input type="checkbox"/>
CSIOJ <input type="checkbox"/>		CSIYH2* <input type="checkbox"/>	CSIP <input type="checkbox"/>	
CSIOF <input type="checkbox"/>		CSIYH1* <input type="checkbox"/>		
CSIOCh <input type="checkbox"/>				

Championship

Games

## II. GENERAL CONDITIONS

- FEI Statutes, 24<sup>th</sup> edition, effective 17 November 2021
- FEI General Regulations, 24<sup>th</sup> edition, 1<sup>st</sup> January 2020, updates effective 1<sup>st</sup> January 2022
- FEI Veterinary Regulations, 14<sup>th</sup> edition, 1 January 2018, updates effective 1<sup>st</sup> January 2022
- The Jumping Rules and its Annexes, 27<sup>th</sup> edition, effective 1 January 2022  
<https://inside.fei.org/fei/regulations/jumping>
- CSI/CSIO Prize Money requirements 2022  
<https://inside.fei.org/sites/default/files/Final%20CSIs-CSIOs%20-%202022.pdf>
- Longines Rankings – Groups Categories 2022  
<https://inside.fei.org/sites/default/files/Final%20Longines%20Ranking%20Groups%20-%202022.pdf>
- Equine Anti-Doping and Controlled Medication Regulations (EADCMR), 3<sup>rd</sup> Edition, effective 1<sup>st</sup> January 2021
- FEI Anti-Doping Rules for Human Athletes (ADRHA), based upon the 2021 WADA Code, effective 1<sup>st</sup> January 2021
- The FEI Policy for Enhanced Competition Safety during the Covid-19 Pandemic, effective as of 1 July 2020 (updated 12 October 2020) and until further notice
- All subsequent published revisions/updates, the provisions of which will take precedence.

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**THE ANNEXE(S) IS/ARE PART OF THIS APPROVED AND SIGNED SCHEDULE AND MUST BE DISTRIBUTED TO ALL OFFICIALS AND NFs AND IS AVAILABLE TO OTHERS UPON REQUEST**

Approved by the FEI, Lausanne, on 02/05/2022, updated on the **06/05/2022**.

**NB: No modifications to the approved Schedule will be accepted less than two weeks prior to the event. Additionally, no change may be made to a Longines Ranking competition once the schedule has been approved. Prizes in kind, to be accepted as prize money to count for Longines Ranking competitions and total event prize money, must be easily convertible into cash (GRs Art. 127).**

**TABLE OF CONTENTS**

<b>I.</b>	<b>DENOMINATION OF THE EVENT .....</b>	<b>1</b>
<b>II.</b>	<b>GENERAL CONDITIONS .....</b>	<b>1</b>
<b>III.</b>	<b>THE FEI CODE OF CONDUCT FOR THE WELFARE OF THE HORSE .....</b>	<b>3</b>
<b>IV.</b>	<b>GENERAL INFORMATION .....</b>	<b>4</b>
1.	ORGANISER .....	4
2.	ORGANISING COMMITTEE .....	4
3.	EVENT DIRECTOR .....	4
4.	STABLE MANAGER.....	4
5.	ANNOUNCER .....	4
<b>V.</b>	<b>OFFICIALS .....</b>	<b>5</b>
<b>VI.</b>	<b>INVITATIONS .....</b>	<b>6</b>
1.	GENERAL.....	6
<b>VII.</b>	<b>ENTRIES .....</b>	<b>7</b>
1.	ENTRY DATES AND ENTRY FEES .....	7
2.	OTHER FEES .....	8
3.	NO-SHOWS/LATE WITHDRAWALS .....	8
<b>VIII.</b>	<b>TIMETABLE.....</b>	<b>9</b>
<b>IX.</b>	<b>COMPETITION DETAIL.....</b>	<b>11</b>
<b>X.</b>	<b>FACILITIES OFFERED.....</b>	<b>14</b>
1.	ATHLETES .....	14
2.	GROOMS.....	14
<b>XI.</b>	<b>LOGISTICAL/ADMINISTRATIVE/TECHNICAL INFORMATION .....</b>	<b>16</b>
1.	DRAW .....	16
2.	COMPETITION ARENA(S) .....	16
3.	PRACTICE ARENA(S) .....	16
4.	STABLES .....	16
5.	SAFETY CUPS .....	16
6.	TIMING DEVICE .....	16
7.	SCORING/TIMING PROVIDER .....	16
8.	OTHER TECHNOLOGY/SERVICE PROVIDER(S) .....	17
9.	PRIZE GIVING CEREMONY .....	17
10.	ADVERTISING ON ATHLETES AND HORSES .....	17
11.	TICKETING .....	17
12.	BETTING .....	17
13.	TRANSPORT REIMBURSEMENT HORSES/ PONIES .....	17
14.	WELCOME.....	17
15.	LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS .....	17
16.	ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS .....	18
17.	SUSTAINABILITY.....	18
<b>XII.</b>	<b>VETERINARY MATTERS.....</b>	<b>19</b>
1.	CUSTOMS FORMALITIES .....	19
2.	HEALTH REQUIREMENTS .....	19
3.	NATIONAL REQUIREMENTS .....	19
4.	PONIES .....	19
5.	INJURY SURVEILLANCE .....	19
6.	TRANSPORT OF HORSES.....	20
7.	VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE .....	20
8.	EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP). FEI VETERINARY REGULATIONS,	

CHAPTER VII.....	21
<b>XIII. HUMAN ANTI-DOPING.....</b>	<b>22</b>
<b>XIV. ADDITIONAL INFORMATION.....</b>	<b>22</b>
1. THE FEI POLICY FOR ENHANCED COMPETITION SAFETY DURING THE COVID-19 PANDEMIC.....	22
2. INSURANCES AND NATIONAL REQUIREMENTS.....	23
3. PROTESTS/APPEALS.....	24
4. SCHOOLING DURING COMPETITIONS.....	24
5. STEWARDING.....	24
6. DISPUTES.....	25
7. MODIFICATION TO SCHEDULE.....	25
8. ADDITIONAL INFORMATION FROM THE OC.....	25
9. PRIZE MONEY DISTRIBUTION.....	27
10. MAXIMUM NUMBER OF STARTERS PER COMPETITION.....	28
11. GLOSSARY.....	29
<b>XV. ANNEXES.....</b>	<b>30</b>

### **III. THE FEI CODE OF CONDUCT FOR THE WELFARE OF THE HORSE**

The Fédération Equestre Internationale (FEI) expects all those involved in international equestrian sport to adhere to the FEI's Code of Conduct and to acknowledge and accept that at all times the welfare of the horse must be paramount and must never be subordinated to competitive or commercial influences.

1. At all stages during the preparation and training of competition horses, welfare must take precedence over all other demands. This includes good horse management, training methods, farriery and tack, and transportation.
2. Horses and Athletes must be fit, competent and in good health before they are allowed to compete. This encompasses medication use, surgical procedures that threaten welfare or safety, pregnancy in mares and the misuse of aids.
3. Events must not prejudice horse welfare. This involves paying careful attention to the competition areas, ground surfaces, weather conditions, stabling, site safety and fitness of the horse for onward travel after the event.
4. Every effort must be made to ensure that horses receive proper attention after they have competed and that they are treated humanely when their competition careers are over. This covers proper veterinary care, competition injuries, euthanasia and retirement.
5. The FEI urges all involved with the sport to attain the highest levels of education in their areas of expertise.

The **Long version** of this Code can be obtained from the Fédération Equestre Internationale, HM King Hussein I Building, Chemin de la Joliette 8, 1006 Lausanne, Switzerland. Telephone: +41 21 310 47 47. The Code is available in English. The Code is also available on the FEI's website: <http://inside.fei.org/>.

## **IV. GENERAL INFORMATION**

### **1. ORGANISER**

Name: Centro Hípico Irmão Pedro Coelho  
Address: Largo S. João de Deus, n°1 - Areias de Vilar  
4755-044 Barcelos - Portugal  
Telephone: (+351) 927427567 / (+351) 963662349  
Email: info@csibarcelos.com  
Website: www.chirpc.com

#### Contact Details Show Ground:

Address: Largo S. João de Deus, n°1 - Areias de Vilar  
4755-044 Barcelos  
Portugal  
Telephone: (+351) 927427567 / (+351) 963662349  
GPS Coordinates: **41°32'24.34"N 8°33'28.80**



Accessibility details (directions by road, nearest airport / train station):

### **2. ORGANISING COMMITTEE**

Honorary President: Mr. Luis Daniel Fernandes (POR)  
President of the Event: Mr. Bruno Barros (POR)  
Show Secretary: Mrs. Melissa Akers  
Press Officer: Mrs. Joana Macedo

### **3. EVENT DIRECTOR**

Name: Mr. João Miguel Barros (POR)  
Address: Largo S. João de Deus, n°1 - Areias de Vilar  
Telephone: (+351) 92 742 7567  
Mobile: (+351) 96366 2349  
Email: geral@chirpc.com

### **4. STABLE MANAGER**

Name: Ricardo Pina  
Telephone: +351 927 813 753  
Email: geral@chirpc.com

### **5. ANNOUNCER**

Name: Miguel Costa Dias  
Email: costadias.m@gmail.com

## V. OFFICIALS

\* Compulsory

In case there are several categories and officials are not the same, please complete an additional chart per category.

\*\* National Judges may only officiate on the Ground Jury at CSI 1\* /CSIYH1\* and CSIY/J/Ch//P/V/Am Cat. B Events that are not combined with higher level events. National Judges may not officiate outside their home country.

Ref.	Panel	Function	FEI ID	Name	NF	Level	E-mail & Mobile
1	Ground Jury	Ground Jury President	10147730	Catalina CUNILL CRESPI	ESP	3	caticunill@yahoo.es
		Ground Jury Member		Miguel Costa Dias	POR	NAT	
		Ground Jury Member		Pedro Pestana	POR	NAT	
		Ground Jury Member		Maria Luísa Graça	POR	NAT	
2	Foreign Judge	Foreign Judge				*	
3	Foreign Technical Delegate	Foreign Technical Delegate					
4	Course Designer	Course Designer	10095640	Lucia Claire Cabrita	POR	2	montesantaluzia@hotmail.com +351 912 117 158
		Assistant Course Designer					
5	Chief Steward	Chief Steward	10051037	António Lopes Mateus	POR	3	a.lopesmateus@iol.pt +351 919 63415897
6	Foreign Steward	Foreign Steward					*
7	Assistants Stewards	Assistant Steward	10181182	Ricardo Esteves	POR	2	
		Assistant Steward	10125474	Filipe Azevedo	POR	3	
		Assistant Steward	10106033	Pedro Paixão	POR	2	
		Assistant Steward	10106030	Nuno Montefalco	POR	3	
8	FEI Veterinary Delegate	FEI Veterinary Delegate	10051105	Mário Barbosa	POR	3	*
9	Veterinary Service Manager / Treating Veterinarian (one for every 200 horses)	Veterinary Service Manager	10087286	Miguel Bahia	POR		+351 919 694 793 mbvetuni@gmail.com
		Permitted Treating Veterinarian	10087286	Miguel Bahia	POR		+351 919 694 793 mbvetuni@gmail.com
10	Medical Doctor	Medical Doctor		Luis Sá e Melo e B.V Barcelinhos	POR		+351 253 919 000
11	Farrier	Farrier		Bruno Moreira	POR		+351 918 841 362
12	NF Delegate	NF Delegate (if applicable)					

**A minimum of one VD must be appointed for every 400 horses. The FEI Veterinary Department reserves the right to request AVDs.**

Please note that the schedule has been approved under the provision that all appointed Officials have successfully passed the on-line FEI Competency Evaluation Test.

## **VI. INVITATIONS**

### **1. GENERAL**

Horses entered in one CSI star level/category may not enter another CSI star level/category at the same Show.

Horses may take part in national Competitions and international Competitions at the same Show only under the following conditions:

- Horses may take part in national Events up to two hours prior to the start of the international Event's Horse Inspection;
- If the national Event includes Competitions after the international Event ends, either on the same day or on the following day(s), horses having taken part in the international Event may take part in national Competitions only, following the conclusion of the international Event.

### **Invitations**

#### **CSI 1\*:**

NF's invited: N/A

Total number of athletes: unlimited

Number of home athletes: unlimited

Number of foreign athletes: unlimited

Number of horses per athlete: 3

Athletes are invited by the Organiser through their National Federation.

One (1) groom per athlete.

All athletes are required to sign the form provided by the Portuguese Health Regulator available on our website.  
Contingency Plan of the event is also available on our website ([www.chirpc.com](http://www.chirpc.com)).

## VII. ENTRIES

### IMPORTANT

- Entries must be made by NFs through the FEI Entry System for all categories of this Event (<https://invitation.fei.org/login>);
- Additional documentation can be found at: <https://inside.fei.org/fei/your-role/it-services/fei-entry-system/fei-entry-system-jumping>;
- All Athletes and Horses participating in any International Competition must be registered with the FEI;
- Athletes and/or Horses present at the Event without having been entered through the FEI's Online Entry System will be automatically disqualified unless compelling circumstances warrant otherwise.

### 1. ENTRY DATES AND ENTRY FEES

Entries have to be in accordance with Art.251 of the FEI Jumping Rules, 27th edition, effective 1 January 2022

#### **Deadlines for Entries:**

Definite Entries: **06/05/2022**

Last date for substitutions: **11/05/2022**

#### **Entry fee per horse (per category):**

VAT excluded

<b>Entry fee per horse CSI 1* : 250,00€ (23%VAT excluded)</b>
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**VAT (in %) :** **46,74€ (23%)**

Please refer to definition of Entry fees and Compulsory fees in the Glossary of the FEI Jumping Rules 27th edition, effective 1 January 2022, that is copied in Section XIV point 10.

#### **Compulsory fees per horse:**

- EADCMP Fee: Included in entryfee   
Not included in entry fee 
  - Lower Level Events (CIMs) CHF 18 per horse per event
  - Higher Level Events CHF 25 per horse per event(For definition of CIMs see Appendix E of the FEI General Regulations, all other events not defined as CIMs)
- Fee for manure disposal (at OC discretion; maximum € 40 per horse per Event).  
10€ Per horse
- Fee for health/customs-related documents for Horses, if applicable (only if requested) Per horse

#### **All aforementioned amounts are including VAT**

**Total maximum fee per horse:**

10€/horse + EADCMPFee

**Compulsory fees per athlete:**

- |   |                       |
|---|-----------------------|
| • NF fee if applicable                              | N/A Per athlete       |
| • NF medication control programme fee if applicable | N/A Per athlete       |
| • Fee for lorry parking if applicable               | N/A Per lorry/caravan |
| • Fee for electric hook-up for lorry                | 20€ Per lorry/caravan |

**All aforementioned amounts are including VAT**

**Total maximum fee per Athlete:** 20€

## 2. OTHER FEES

All other fees must optional fees and be listed hereunder with the details of the amounts to be charged and approved by the FEI. Only fees approved by the FEI and listed in the approved Schedule can be charged by the OC. Please specify if price per bale or other quantity.

- Hay: 8€
- Straw: 7€ first bedding is free
- Shavings: 12€
- Other (please specify):

**All aforementioned amounts are including VAT**

VAT number of the organiser: PT509607977

## 3. NO-SHOWS/LATE WITHDRAWALS

**NB:** In the case of withdrawals after the date of definite entries or no-shows the athlete or the respective NF will be held liable to reimburse the OC for the actual financial loss incurred by the OC (please refer to Jumping Rules Art. 251.17) as a result of the late withdrawal or no-show.

**Amount charged: 250€ (Vat excluded)**

Space for organiser to provide further details if necessary

## VIII. TIMETABLE

**Competitions must not start before 08:00 and must not finish after 23:00, unless prior approval is granted by the FEI.**

**As per Jumping Rules Annex VI: combined competitions are not permitted.**

*The scheduling of competitions must take into account mandatory maintenance breaks as follows. In principle, there should be one maintenance break for every 40 starters; at a minimum, it is compulsory to include one maintenance break in competitions with 50-99 starters after half of the starters have competed. Competitions with 100 starters or more must have three maintenance breaks. The start list must indicate when the maintenance break will take place (e.g. after N° 25).*

(to be provided per category/level if multiple events)

	Day	Date	Time
• Opening of stables + Examination on arrival	Wednesday	11/05/2022	9h00
• Horse Inspection <i>All horses taking part at this Event must be present during the first horse inspection, unless unable to do so due to "force majeure"</i>	Thursday	12/05/2022	16h00 Until 18h00
• Horse Re-Inspection	Friday	13/05/2022	08h30
• Opening times of exercise areas	Thursday Friday to Sunday	12/05/2022 13/05/2022 to 15/05/2022	15h-19h 1 hour before the first class

Competitions CSI:	Day	Date	Time	Art	Prize Money
• Declaration of Starters				////////	//////////
• Medium Tour N°1	Friday	13/05/2022	13:30	238.2.1	1.250,00€
• Big Tour N°2	Friday	13/05/2022	15:30	238.2.1	2.000,00€
• Big Tour N°3	Saturday	14/05/2022	13:00	274.1.5.3	2.000,00€
• Medium Tour N°4	Saturday	14/05/2022	15:00	238.2.2	1.250,00€
• Medium Tour N°5	Sunday	15/05/2022	13:00	238.2.1	1.250,00€
• Big Tour N°6	Sunday	15/05/2022	16:00	238.2.2 261.5.1	7.500,00€
• Total Prize Money	15.250€				
• Prizes in Kind	Prizes in kind must be easily convertible into cash (GRs Art. 127).				

**Overall Prize Money: 15.250,00€**

**Applicable government tax to be deducted from Prize Money (see also XIV.8): 25%**

### Resident Riders (Riders with Portuguese Fiscal ID)

#### 21. With "Green Receipt"

Retention of 25% is made on the amount paid.

#### 2. With Invoice

Retention is not made. The O.C. will pay the VAT legally applicable **included in the prize money presented**, leaving it to the subject the responsibility of considering the amount paid in the rider's VAT declaration.

**21. Without Documents**

The O.C will retain the prize money for 5 days, period in which the rider must present a document in accordance to points 1 or 2. After this period of time the prize money will not be paid under any pretence.

**Non Resident Riders (Riders without Portuguese Fiscal ID)**

**21) With or without legal document (invoice or receipt) as individual entities or companies.**

Retention of 25% or the tax defined by the Double Taxation Agreement (\*) is made on the amount paid. If an invoice or receipt is not presented, the rider will have to sign a document elaborated by the O.C. for the effect and must present NIF (EU residents) or Passport (other countries) of the origin country.

**B) Without the presentation of Legal document and Refusal to sign the document issued by the O.C.**

The O.C will retain the prize money for 5 days, period in which the rider must present a document in accordance to point A). After this period of time the prize money will not be paid under any pretence.

**(\*) Double Taxation Agreement**

All riders who want to benefit from Double Taxation Agreement must provide the O.C with Model 21-RFI issued in the rider's origin country.

**GENERAL CLASSIFICATION AT THE END OF THE COMPETITIONS:**

Leading athlete award –	N/A
Best foreign athlete -	N/A
Best home athlete –	N/A
Team awards –	N/A

## IX. COMPETITION DETAIL

**FIRST DAY : FRIDAY**

**DATE : 13/05/2021**

**COMPETITION No:1**

**Time: 13h30**

Type of Competition: Table A against the clock Acc. to Article: 238.2.1

Competition description: Medium Tour

Jump-off (if any) No  
Speed/Fixed time 350m/m  
Height of obstacles: 1,30m  
Number of horses per athlete 2  
Number of Starters (Section XIV.10): All invited  
Total prize money: 1.250,00€  
Chart to be used: 1 (25% to winner)   
2 (33% to winner)

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 15,00€

\* \* \* \* \*

**COMPETITION No: 2**

**Time: 15h30**

Type of Competition: Table A against the clock Acc. to Article: 238.2.1

Competition description: Big Tour

Jump-off (if any) No  
Speed/Fixed time 350m/m  
Height of obstacles: 1,40m  
Number of horses per athlete 2  
Number of Starters (Section XIV.10): All invited  
Total prize money: 2.000,00€  
Chart to be used: 1 (25% to winner)   
2 (33% to winner)

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 20,00€

\* \* \* \* \*

**SECOND DAY : Saturday**

**DATE: 14/05/2022**

**COMPETITION No:3**

**Time: 13h30**

Type of Competition: Two Phases Acc. to Article: 274.1.5.3

Competition description: Big Tour

Jump-off (if any) No  
Speed/Fixed time 350m/m  
Height of obstacles: 1,40m  
Number of horses per athlete 2  
Number of Starters (Section XIV.10): All invited  
Total prize money: 2.000,00€  
Chart to be used: 1 (25% to winner)   
2 (33% to winner)

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 20,00€

\* \* \* \* \*

**COMPETITION No: 4**

**Time:** 15H00

Type of Competition: Table A against the clock with 1 jump-off Acc. to Article: 238.2.2  
Competition description: Medium Tour

Jump-off (if any) Yes  
Speed/Fixed time 350m/m  
Height of obstacles: 1,30m  
Number of horses per athlete 2  
Number of Starters (Section XIV.10): All invited  
Total prize money: 1.250,00€  
Chart to be used: 1 (25% to winner)   
2 (33% to winner)

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 15,00€

\* \* \* \* \*

**THIRD DAY : Sunday**

**DATE: 12/09/2021**

**COMPETITION No: 5**

**Time:** 12h00

Type of Competition: Table A against the clock Acc. to Article: 238.2.1  
Competition description: Medium Tour

Jump-off (if any) No  
Speed/Fixed time 350m/m  
Height of obstacles: 1,30m  
Number of horses per athlete 2  
Number of Starters (Section XIV.10): All invited  
Total prize money: 1.250,00€  
Chart to be used: 1 (25% to winner)   
2 (33% to winner)

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 15,00€

\* \* \* \* \*

**COMPETITION No:6**

**Time:** 15h30

Type of Competition: Table A against the clock with 1 jump-off  
Acc. to Article: 238.2.2 / 261.5.1

Competition description: Grand Prix

Jump-off (if any) Yes  
Speed/Fixed time 375m/m  
Height of obstacles: 1.40m  
Number of horses per athlete 1 (2 if 50% declared starters or less (Art. 254.6))  
Number of Starters: 100

This GP is open to 100 riders of the CSI qualified under the following conditions:  
Art. 254.6 If there are 50 starters or less, each Athlete may ride two horses

The following Athletes are automatically qualified for the Grand Prix at CSI Events, if present:  
4.2.1. The winner of that Event's Grand Prix the previous year for CSI3\*/CSI4\*/CSI5\* only;  
4.2.2. The current National Jumping Champion (Athlete/Horse combinations) of the host country;

4.2.3. The individual Jumping medal winners of the last Olympic and Pan-American Games, the last World and Continental Championships and the winner of the last FEI World Cup™ Jumping Final.

Athletes qualified for the Grand Prix:

The best 50 Athletes in competition n° **02**

The remaining riders in competition n° **03**, not qualified in competition n° **02** to reach a total of 100 starters (including prequalified riders).

Total prize money:

7.500,00€

Chart to be used:

1 (25% to winner)

2 (33% to winner)

Please specify prize money amount for each athlete placed 13<sup>th</sup> and beyond: 30,00€

All athletes qualified for the Grand Prix, including those automatically qualified must complete, with their Grand Prix horse, the initial round of at least one FEI competition among those listed in JRs Art. 261.4.4 prior to the Grand Prix.

## X. FACILITIES OFFERED

### 1. ATHLETES

#### Accommodation

Hotel: HOTELBAGOEIRA

Address: Av. Doutor Sidónio Pais, 495 / 4750-333 Barcelos

Telephone: 253809500

At the expense of: The Organiser  or Athletes

Accommodated (bed and breakfast) from 12/05/2022 to 15/05/2022

#### Meals

At the expense of: The Organiser  or Athletes

Meals provided from 12/05/2022 to 15/05/2022 .

#### CASAS DE TURISMO RURAL:

##### CASA DO CARVALHO

Telephone: +351 252 967 099 / 916143990

E-mail: geral@casadocarvalho.com

Morada: Rua Padre José Joaquim Garcia de Oliveira, 103 Viatodos, BARCELOS – PORTUGAL

Quinta de Santa Comba - Rua de Vila Boa, n.º 443 4755-536 Várzea

www.stacomba.com | +351 919 439 523 | turismostacomba@hotmail.com

Casa de Sequiade - Rua da Piedade, 61 4755-508 Sequiade | +351 919 519 865 | geral@casadesequiade.com

Casa de Campo – Olive House - Rua Monte de Penide 450, Areias de Vilar | +351 919 608 956 | oholivehouse@gmail.com

Chalé - Barcelos - Rua do Alcaide Gonçalo NunesMilhazes | +351 962 596 497

#### HOTELS:

Art´otel urban lodge

Caminho Padre Manuel de Sá Pereira, 4740-405 Fão | +351 253 981 521 |

info@parquedorio.pt

### 2. GROOMS

#### Accommodation.

Requests for accommodation must be sent with entries.

At the expense of: The Organiser  or Athletes

Accommodated (bed and breakfast) from to

#### Meals.

At the expense of: The Organiser  or Athletes

Meals provided from 12/05/2022 to 15/05/2022 .

Space for organiser to include details if necessary

**NB:** If applicable, Organiser must provide proper sanitary conditions. The showering facilities should be sufficient for both male and female grooms with hot and cold water. Shower facilities as well as restrooms should at all times be in a state of cleanliness.

## XI. LOGISTICAL/ADMINISTRATIVE/TECHNICAL INFORMATION

### 1. DRAW

List of Draws, time, date and location: GRAND PRIX  
Saturday afternoon, 14<sup>TH</sup> May, Jury Box

### 2. COMPETITION ARENA(S)

Dimensions: 100x50m  
Type of Footing: Silic Sand

### 3. PRACTICE ARENA(S)

Dimensions: 60x40m  
Type of Footing: Silic Sand

Riders must have the possibility to exercise their horses in an exercise area under a Steward's supervision at least 30 minutes per day outside of the competition warm-up period. Details of opening times of exercise areas must be included in the timetable.

### 4. STABLES

Size of boxes 3 m x 3 m (at least 3m x 3m)  
An adequate number of stables must be at least 4m x 3m to accommodate the larger Horses.

Space for organiser to include details if necessary

### 5. SAFETY CUPS

Name of Manufacturer: CARO – Cardinali & Rothenberger GMBH

### 6. TIMING DEVICE

Name of Manufacturer: Alge  
Model: TdC8001  
FEI Report number: 22020007A

### 7. SCORING/TIMING PROVIDER

Will you use a FEI Certified Service Provider to manage the scoring and timing at your Event?

(The list of certified Service Providers is available here: <https://inside.fei.org/fei/your-role/it-services/it-providers/list>)

No

Name of the company: GQ Horses  
Contact person at Event  
Name: Gonçalo Queiroz  
FEI ID number: 10034629  
Contact email: goncalo@gqhorses.pt

**Please fill in Annex XV – FEI Entry System for the Timing Provider**

The FEI may require to be provided with real time results data feed of your Events according to FEI requirements; in this case you and your provider will be informed accordingly.

**8. OTHER TECHNOLOGY/SERVICE PROVIDER(S)**

Will you use other technology/service provider(s) at your event?

No

**9. PRIZE GIVING CEREMONY**

The owner of the winning horse/pony must be invited to the prize giving ceremony for the Grand Prix, if present at the event.

The number of athletes required to present themselves for the prize-giving ceremony of each competition is 6.

All Prize Giving Ceremonies must strictly follow the [Covid-19 guidelines for Prize giving protocols and media activities.](#)

**10. ADVERTISING ON ATHLETES AND HORSES**

At CSI events, and all competitions except for the Nations Cup, athletes are authorised to carry the logo of their personal sponsor in accordance with the articles 256.3 and 257.3 of the FEI Jumping Rules.

The Chief Steward will check that the advertising on athletes and horses complies with these Articles.

**11. TICKETING**

Are you selling tickets for spectators to attend your event: Yes  No

Name of your ticketing provider:

Web address to buy ticket:

**12. BETTING**

Betting will be authorised by the Organiser: Yes  No

**13. TRANSPORT REIMBURSEMENT HORSES / PONIES**

Transport expenses to be paid by:

The Organiser  at \_\_\_\_\_ per km.

The Athlete

**14. WELCOME**

The time and date of arrival of athletes, horses and their means of transport must be given to the Organiser in order to facilitate their arrival.

**15. LOCAL TRANSPORTATION - ARRANGEMENTS FROM HOTEL TO SHOWGROUNDS**

Walking distance

Organiser Shuttle Service

Public Transport  to be paid by the Organiser  / the Athlete

If paid by Athlete approximate cost per round trip:

Other:

**16. ENTRY RIGHT TO SHOWGROUNDS/ACCREDITED PERSONS**

Entry right to the stable area according to FEI Veterinary Regulations Articles 1008-1009.

NUMBER OF ACCREDITED PERSONS:

Athlete: 1

Partner: 1

Groom: 1

Horse Owner: 2 two (2) accreditations per horse acc. to FEI-Passport

**17. SUSTAINABILITY**

Please consider the environment when organising an FEI Event. Please find useful information on FEI Sustainability here: <http://inside.fei.org/fei/your-role/organisers/handbook>

## **XII. VETERINARY MATTERS**

### **1. CUSTOMS FORMALITIES**

Contact details for Customs Formalities:

Name: Nuno Braamcamp  
Address: Av. 24 de Julho, 52 – 2º Dto, 1200 Lisboa . Portugal  
Telephone: (+351) 213 920 240  
Fax: (+351) 213 907 758  
Email:  
Opening hours:

Space for organiser to include details if necessary

### **2. HEALTH REQUIREMENTS**

#### **GENERAL**

In accordance with the FEI Code of Conduct for the Welfare of the Horse it is imperative that all Horses at FEI Events are physically fit and free from infectious disease before being allowed to compete.

#### **ENTRY OF HORSES**

Required health tests and vaccinations: All requirements for EU countries  
Quarantine period: N/A  
Specimen Import Licence applied: N/A

For questions or problems, please contact your Government Veterinary Services.

STRACES - Exploration Number: PTCC5BG-E

### **3. NATIONAL REQUIREMENTS**

If applicable please provide:

Horses moved from other member states (or outside) must be accompanied by an Identification Document. Directive 2009/156/EC Regulation (EC 5041 2008).

### **4. PONIES**

FEI Veterinary Regulations, Chapter IX and Annex IX:  
For all Pony Events, Ponies must be available for Pony Measurement if requested by the FEI.

### **5. INJURY SURVEILLANCE**

FEI Veterinary Regulations, Chapter VIII:  
Horses participating in FEI Events are subject to injury surveillance protocols; and in the event of fatality, a post mortem examination.

**6. TRANSPORT OF HORSES**

Horses must be fit to travel and be transported in suitable vehicles for the transport of horses. Any government requirements for disease testing and control must be requested well in advance, to ensure that the horse is in compliance by the time of arrival at the border of the country where the Event is taking place. Athletes, or their representatives, have the responsibility to comply with national legislation in both their country of origin and the host nation of the Event. Where necessary athletes must contact local government authorities or veterinary advisors for information regarding animal health requirements and transport legislation. Within the European Union (EU), this includes EU Council Regulation (EC) No 1/2005 concerning the protection of animals during transport within the Member States of the EU.

**7. VENUE ARRIVAL INFORMATION & FITNESS TO COMPETE**

**7.1. PASSPORTS. FEI General Regulations, Art. 137**

**For all issues relating to FEI Horse Passports/FEI Recognition Cards please contact your National Federation.**

All Horses competing at FEI Events must be registered with the FEI.

FEI Passports or FEI Recognition Cards (for those Horses with a national passport approved by the FEI) are compulsory for FEI Events.

NB: Horses entered in CIMs and in CSIP in their country of residence are not required to have an FEI Passport or FEI Recognition Card but must be properly registered with the FEI and identifiable (FEI General Regulations, Art. 137.2).

Athletes who do not present a Horse’s Passport and/or Recognition Card, or one that is not correctly validated or fail to meet other passport requirements will be **subject to Sanctions in accordance with Annex VI of the FEI Veterinary Regulations** and may not be allowed to compete.

**NB** for Horses permanently resident in a Member State of the European Union: all Horses must have a national EU passport in compliance with EU Regulations to which a FEI Recognition card is applied. The exception to this being Horses in possession of an FEI passport which has been continually revalidated without interruption.

**7.2. VACCINATIONS - EQUINE INFLUENZA. FEI Veterinary Regulations, Art. 1003**

Horses competing at FEI Events must comply with the requirements for Equine Influenza vaccination in accordance with the Veterinary Regulations and as summarised below.

VACCINATION	PROTOCOL	ELIGIBILITY TO ENTER VENUE
<b>Primary Course</b>	1 <sup>st</sup> Vaccination: day 0 2 <sup>nd</sup> Vaccination: day 21-92	May compete 7 days after the 2 <sup>nd</sup> Vaccination
<b>First Booster</b>	Within 7 months of the 2 <sup>nd</sup> vaccination of the Primary Course	May compete for 6 months +21 days after the 2 <sup>nd</sup> vaccination of the Primary Course Must not compete in the 7 days after receiving a vaccination
<b>Boosters</b>	<b>MINIMUM:</b> within one year of previous booster vaccination <b>IF COMPETING:</b> must be in	Must have been vaccinated within 6 months +21 days before arriving at the Event

	the 6 months +21 days of the booster previous vaccination	Must not compete in the 7 days after receiving a vaccination
--	---	--

All FEI registered Horses intending to compete at FEI Events (including CIMs) must be vaccinated against Equine Influenza in accordance with these VRs. The exception being if the applicable domestic legislation prevents the use of Equine Influenza vaccines within the relevant territory

### **7.3. EXAMINATION ON ARRIVAL. FEI Veterinary Regulations, Art. 1031**

On arrival at an Event venue, all Horses must undergo an examination by a veterinarian to confirm their identification from their passport and micro-chip ID (where present), their vaccination status and general health. To protect all horses attending events, any Horse with a questionable health status concerning vaccination, disease or other concerns, must be stabled within the isolation facilities provided by the Organising Committee pending a decision on entering the venue. PRs must fulfil the Horse Health Requirements via the FEI HorseApp in advance of the event which will be checked at the Examination on Arrival.

### **7.4. HORSE INSPECTIONS. FEI Veterinary Regulations, Art. 1034-1042**

All Horses will be assessed for their fitness to compete during the Horse Inspection. Any Horse demonstrating questionable fitness may be referred to the Holding Box for further veterinary examination. Horses not deemed fit to compete by the Inspection Panel will not be permitted to compete.

### **7.5. LIMB SENSITIVITY EXAMINATION. FEI Veterinary Regulations, Art. 1048-1053 and Annex VIII**

All Horses are subject to examination under the protocol for abnormal limb sensitivity throughout the period of an Event. For Jumping that includes, but is not limited to, between rounds and before the Jump Off. Horses may be examined once or on multiple occasions during the Period of an Event.

Horses may be selected for examination under the protocol randomly or they may be targeted. All Horses selected to be tested must submit promptly to the examination or are subject to immediate disqualification. There is no obligation to examine any specific number of Horses at an Event.

## **8. EQUINE ANTI-DOPING AND CONTROLLED MEDICATION PROGRAMME (EADCMP). FEI VETERINARY REGULATIONS, CHAPTER VII**

### **8.1. SAMPLING. FEI Veterinary Regulations, Chapter VII**

All horses competing at FEI Events may be subject to sampling for the presence of Prohibited Substances in accordance with the Anti-Doping and Controlled Medication Regulations (EADCMRs). Horses may be selected for sampling in accordance with obligatory testing, targeted or random sampling procedures. Refer to FEI Financial Charges for details of fees relating to Equine and Human Anti-Doping program (EADCMP), which OCs/NFs have the right to charge to the athlete (applicable for all FEI events worldwide).

### **8.2. ELECTIVE TESTING. FEI VETERINARY REGULATIONS ARTICLES 1058**

Elective Testing may be carried out prior to an Event to check for the presence of Prohibited Substances. Please refer to <https://inside.fei.org/fei/cleansport/horses> for information and details.

### XIII. HUMAN ANTI-DOPING

Athletes can be tested at any FEI Event, by the FEI or by other Anti-Doping Organisations with Testing jurisdiction. Organisers will have the responsibility to provide facilities and staff/volunteers to facilitate such Testing if requested by the FEI as outlined in article 22.3 of the FEI's Anti-doping Rules for Human Athletes (ADRHA).

The ADRHA rules are published on the FEI website at <http://inside.fei.org/content/anti-doping-rules>.

### XIV. ADDITIONAL INFORMATION

#### 1. THE FEI POLICY FOR ENHANCED COMPETITION SAFETY DURING THE COVID-19 PANDEMIC

The FEI Policy for Enhanced Competition Safety during the Covid-19 Pandemic ("Policy") (<https://inside.fei.org/system/files/FEI%20Policy%20for%20Enhanced%20Competition%20Safety%20during%20the%20Covid-19%20Pandemic%20-%20Effective%201%20July%202020%20-%20Updated%2012%20October%202020.pdf>) is mandatory and applies for any FEI Event taking place **as of 1 July 2020**. The Policy has been developed based on currently accepted best practices by the WHO and US Center for Disease Control (CDC) and will be continually reviewed and updated as more information becomes available. It is not intended to replace the applicable guidance and policies from domestic government and health authorities, but to supplement their recommendations with sport specific considerations.

The OC shall submit the risk assessment and mitigation plan (including name and contact details of the person in charge) to the FEI as an annex to the Event Schedule, **at the latest ten (10) working days before the event's deadline for Definite Entries**.

Events for which the FEI has not received the documented risk assessment and mitigation measures plan in accordance with article 2.1.g) of the Policy **will be removed from the FEI calendar** in accordance with Article 112.3 of the FEI General Regulations.

#### **ASSUMPTION OF RISK / WAIVER OF LIABILITY**

In consideration of being allowed to participate in the Event and related activities, all Participants (as defined in the Policy) acknowledge, appreciate, and agree that:

1. Participation includes possible exposure to and illness from infectious diseases including but not limited to COVID-19. While particular rules and personal discipline may reduce this risk, the risk of serious illness and death does exist; and,
2. The Participants knowingly and freely assume all such risks, both known and unknown, even if arising from the negligence of the OC or others, and assume full responsibility for their participation; and,
3. The Participants willingly agree to comply with the stated and customary terms and conditions for participation as regards protection against infectious diseases. If, however, a Participant observes any unusual or significant hazard during his/her presence or participation, the Participant will remove himself/herself from participation and bring such to the attention of the nearest official immediately; and,
4. The Participants, for themselves and on behalf of their heirs, assigns, personal

representatives and next of kin, HEREBY RELEASE AND HOLD HARMLESS THE OC AND THE FEI, their officers, officials, agents, and/or employees, other participants, sponsoring agencies, sponsors, advertisers, and if applicable, owners and lessors of premises used to conduct the event ("RELEASEES"), WITH RESPECT TO ANY AND ALL ILLNESS, DISABILITY, DEATH, or loss or damage to person or property, WHETHER ARISING FROM THE NEGLIGENCE OF RELEASEES OR OTHERWISE, to the fullest extent permitted by law.

The Participants confirm to have read this release of liability and assumption of risk agreement, fully understand its terms, understand that they have given up substantial rights.

## **2. INSURANCES AND NATIONAL REQUIREMENTS**

Equestrian sports involve inherent dangerous risks. To the greatest extent permitted by law, the FEI and the FEI Event Organiser shall NOT be liable for any damages relating to loss of property or injury of any kind to Athletes, Owners, Support Personnel or Horses at or in connection with an FEI Event and the FEI expressly excludes all such liability.

### **2.1. ATHLETES, OWNERS AND SUPPORT PERSONNEL**

#### **2.1.1. Personal Accident and Health Insurance**

It is your responsibility as an Athlete/Owner/ Support Personnel to ensure that you have adequate personal accident insurance in place to cover your participation at FEI Events and in particular to insure against any personal injury or medical expenses arising from an accident, injury or illness which may occur at a FEI Event.

You should check with your National Federation to confirm if your National Federation's insurance policy (if any) covers personal accidents and/or illnesses which may occur when you are attending/participating in FEI Events.

If your National Federation does not have a personal accident/health insurance policy or if the National Federation's insurance policy does not cover personal accident or health claims, then you should obtain your own personal accident and health insurance policy to cover your attendance/participation at FEI Events.

#### **2.1.2. Personal Property Insurance**

You should also ensure that you are insured against property loss, theft or damage which may occur at an FEI Event.

Again, the advice is to check with your National Federation to confirm if they have an insurance policy in place which would cover you in case of such property loss, theft or damage. If not, then you should obtain your own personal property insurance to cover such situations.

#### **2.1.3. Press Equipment**

Press equipment and other items left in the Press workroom, Press lockers, the Press Tribune or anywhere on the showgrounds are left entirely at the owner's risk. The Organising Committee does not accept any responsibility for any loss or damage to such equipment or items. Members of the Press are advised not to leave any equipment or personal items unattended.

### **2.2. ATHLETES AND OWNERS**

#### **2.2.1. Third Party Liability Insurance**

As an Athlete/Owner you are personally responsible for damages to third parties caused by you, your employees, Support Personnel, your agents or your Horses. You are, therefore, strongly advised to take out third-party liability insurance providing full coverage in relation to FEI Events at home and abroad, and to keep the policy up to date.

The FEI and the Organiser will NOT be responsible for any damage caused to third parties by you, your employees, Support Personnel, your agents or your Horses.

### **2.2.2. Additional Liability Information**

Space for organiser to include reference to National Laws when necessary

### **2.2.3. Horse Insurance**

As an Owner you should ensure that your Horses are adequately insured against any injuries or illnesses they may sustain while participating at a FEI Event.

Space for organiser to include reference to National Laws when necessary

## **3. PROTESTS/APPEALS**

To be valid, all Protests and Appeals must be made in writing and accompanied by a deposit of CHF 150.- or equivalent, as mentioned in the FEI General Regulations (Art. 161-162) available at the following link:

<https://inside.fei.org/content/general-regs-statutes>

## **4. SCHOOLING DURING COMPETITIONS**

Athletes wishing to school during speed competitions (Table A and Table C) must inform the OC before these competitions begin. These athletes will start first in these competitions.

## **5. STEWARDING**

- If an athlete is uncertain as to whether the boots they intends to use during an event are allowed, they or their representative should show the boots to the Chief Steward for their opinion before the boots are used in training or in competition.
- In addition, athletes are to be made aware that hind boots must be removed and placed again on the horse's legs in the presence of a Steward while in the warm-up arena prior to entering the competition arena for certain competitions. (If bandages are used in place of boots, athletes are not required to remove the bandages in the warm-up arena.) This procedure is compulsory for competitions for which boot and bandage control is mandatory, that is the Nations Cup, Grand Prix, and the competition with the highest prize money, and is at the discretion of the Chief Steward for other competitions.
- As an alternative to carrying out this procedure at the time designated by the Steward an athlete may ask their groom to take the boots to the in-gate and place them on the horse's legs in front of the Steward prior to the combination entering the arena.

- The Steward has the authority to intervene if a boot is deemed excessively tight by instructing that the boot be removed and put on again correctly. *[Stewards are to note that it is normal for a horse's gait to be somewhat affected immediately after boots have been removed and re-placed.]* If an athlete or his/her groom refuses to remove and re-place the boot(s) when instructed to do so by the Steward, a Yellow Warning Card will be issued to the athlete in question.
- If it is deemed impossible or unsafe to remove the hind boots in the warm-up arena prior to the combination entering the competition arena, due to an extremely excited or nervous horse, the boots of the horse in question are to be removed by the athlete/groom following the athlete's round upon leaving the arena and inspected by the Steward. This inspection may be carried out during the boot and bandage control if the boot and bandage control is carried out for the competition in question.
- This procedure does not replace boot and bandage control after completion of an athlete's round for competitions for which boot and bandage control is mandatory (refer to JRs Art. 244.1).

## **6. DISPUTES**

In the event of any discussion concerning the interpretation of the schedule (in translated languages), the English version will be decisive.

## **7. MODIFICATION TO SCHEDULE**

In exceptional circumstances, together with the approval of Chefs d'Equipe, host NF delegate, if any, and the Ground Jury, the Organiser may change the schedule in order to clarify any matter arising from an omission or due to unforeseen circumstances. Any such changes must be notified to all athletes and officials as soon as possible and they must be reported to the FEI Secretary General by the Technical Delegate, the President of the Ground Jury or the Foreign Judge, as applicable.

## **8. ADDITIONAL INFORMATION FROM THE OC**

OC reserves the right to use photos and videos of all competition participants for publicity purposes.

**Age of Athletes and Horses according to the Event's Category**

<b>Event's Category</b>	<b>Age of Athletes (Refer to JRs 255)</b>	<b>Age of Horses</b>
<b>Olympic Games/WEG</b>	As of 18 <sup>th</sup> year	Min 9 y.o.
<b>Continental Championships Senior</b>	As of 18 <sup>th</sup> year	Min 8 y.o.
<b>Regional Championships/Games</b>	As of 18 <sup>th</sup> year As of 16 <sup>th</sup> year if height of obstacles max.1.40m (JRs Annex IX, Art. 6.1)	Min. 8 y.o. Min. 7 y.o. if height of obstacles max. 1.40m (JRs Art. 254.1.1)
<b>World Cup Final</b>	As of 18 <sup>th</sup> year	Min. 9 y.o.
<b>Nations Cup Final</b>	As of 18 <sup>th</sup> year	Min. 8 y.o.
<b>CSIO(-W)3*-5*/CSI-W3*-5*</b> Grand Prix, World Cup, Nations Cup, Power and Skill, Derby or Competition with the highest prize money Other Competitions Other Competitions if height max. 1.40m Other Competitions if height max. 1.30m	As of 18 <sup>th</sup> year As of 16 <sup>th</sup> year As of 14 <sup>th</sup> year As of 12 <sup>th</sup> year	Min. 7 y.o.
<b>CSIO-W1*-2*</b> Grand Prix, World Cup, Nations Cup, Power and Skill, Derby or Competition with the highest prize money Other Competitions Other Competitions if height max. 1.40m Other Competitions if height max. 1.30m	As of 18 <sup>th</sup> year As of 16 <sup>th</sup> year As of 14 <sup>th</sup> year As of 12 <sup>th</sup> year	Min. 7 y.o.
<b>CSIO1*-2*</b> Grand Prix, Nations Cup, Power and Skill, Derby or Competition with the highest prize money Other Competitions Other Competitions if height max. 1.40m Other Competitions if height max. 1.30m	As of 18 <sup>th</sup> year As of 16 <sup>th</sup> year As of 14 <sup>th</sup> year As of 12 <sup>th</sup> year	Min. 6 y.o.*
<b>CSI-W2*</b> World Cup, Power and Skill or Derby Grand Prix, if not the World Cup Competition and other Competitions Grand Prix, if not the World Cup Competition and other Competitions if height max. 1.40m Grand Prix, if not the World Cup Competition and other Competitions if height max. 1.30m	As of 18 <sup>th</sup> year As of 16 <sup>th</sup> year As of 14 <sup>th</sup> year As of 12 <sup>th</sup> year	Min. 7 y.o.
<b>CSI-W1*</b> World Cup, Power and Skill or Derby Grand Prix, if not the World Cup Competition and other Competitions if height max. 1.40m Grand Prix, if not the World Cup Competition and other Competitions if height max. 1.30m	As of 18 <sup>th</sup> year As of 14 <sup>th</sup> year As of 12 <sup>th</sup> year	Min. 7 y.o.
<b>CSI3*-5*</b> Grand Prix, Power and Skill, Derby or Competition with the highest prize money Other Competitions Other Competitions if height max. 1.40m Other Competitions if height max. 1.30m	As of 18 <sup>th</sup> year As of 16 <sup>th</sup> year As of 14 <sup>th</sup> year As of 12 <sup>th</sup> year	Min. 7 y.o.
<b>CSI2*</b> Power and Skill or Derby Grand Prix and other Competitions Grand Prix and other Competitions if height max. 1.40m Grand Prix and other Competitions if height max. 1.30m	As of 18 <sup>th</sup> year As of 16 <sup>th</sup> year As of 14 <sup>th</sup> year As of 12 <sup>th</sup> year	Min. 6 y.o.
<b>CSI1*</b> Power and Skill or Derby Grand Prix and other Competitions if height max. 1.40m Grand Prix and other Competitions if height max. 1.30m	As of 18 <sup>th</sup> year As of 14 <sup>th</sup> year As of 12 <sup>th</sup> year	Min. 6 y.o.
<b>CH-Y</b>	As of 16 <sup>th</sup> year to end 21 <sup>st</sup> year	Min. 7 y.o.
<b>CSI/CSIO-Y</b>	As of 16 <sup>th</sup> year to end 21 <sup>st</sup> year	Min. 7 y.o.
<b>CH-J</b>	As of 14 <sup>th</sup> year to end 18 <sup>th</sup> year	Min. 7 y.o.
<b>CSI/CSIO-J</b>	As of 14 <sup>th</sup> year to end 18 <sup>th</sup> year	Min. 6 y.o.
<b>CSI/CSIO-Ch/CH-Ch</b>	As of 12 <sup>th</sup> year to end 14 <sup>th</sup> year	Min. 6 y.o.
<b>CSI/CSIOP/CH-P</b>	As of 12 <sup>th</sup> year to end 16 <sup>th</sup> year Ponies must be registered as ponies with FEI	Min. 6 y.o.
<b>CSIU-25</b>	As of 16 <sup>th</sup> year to end 25 <sup>th</sup> year for all CSIU-25 comp. As of 14 <sup>th</sup> year if height max. 1.40m (to end 25 <sup>th</sup> year)	Min. 7 y.o.
<b>CSIV</b>	As of 45 <sup>th</sup> year	Min. 6 y.o.
<b>CSIAm</b>	As of 14 <sup>th</sup> year for all CSIAm comp. As of 12 <sup>th</sup> year until end of 13 <sup>th</sup> year if competition height is max. 1.30m	Min. 6 y.o.
<b>CSIYH</b>	Per Art. 255.2	Min. 5 y.o. – Max. 8 y.o.
<b>CH-M-YH-S</b>	As of 18 <sup>th</sup> year or 16 year for athletes qualified with the same horse	5 y.o. / 6 y.o. / 7 y.o.

\*Art. 254.1.1: Horses entered for CSIO2\* Events at which the Nations Cup is built to the dimensions set forth in JRs Art. 264.3 for 2\* Events must be at least 6 years old; Horses entered for CSIO2\* Events at which the Nations Cup is built to the dimensions set forth in JRs Art. 264.3 for 3\* Events or higher must be at least 7 years old.

## 9. PRIZE MONEY DISTRIBUTION

**Prize Money Distribution Chart 1:** Prize money distribution with 25% of prize money for the winner updated 06.12.2021

N° of starters	up to 11	12-48	49-100		
N° of prizes	Same as the number of starters who finish the competition	12	First 12 acc. to percentages below; extra prizes for 13 <sup>th</sup> to last*		
Prize money	Example: Competition prize money = 40'000.-	100% = 40'000	100% = 40'000		
		%	%		
1	All athletes who complete the competition receive prize money, to be distributed according to the percentages at right from the 1 <sup>st</sup> placed to the last placed athlete. The remaining prizes, i.e. the prizes foreseen up to 12 <sup>th</sup> place, are then distributed in descending order starting again with the 1 <sup>st</sup> placed athlete until there are no more prizes to be distributed. See examples below. <b>5 athletes:</b> winner gets prize for 1 <sup>st</sup> (25%) and the other athletes get the relevant percentages down to the last athlete, i.e. 5 <sup>th</sup> place (7%). The prize for 6 <sup>th</sup> (5.5%) is then given to the winner, the prize for 7 <sup>th</sup> (4%) is given to the 2 <sup>nd</sup> placed athlete, the prize for 8 <sup>th</sup> (3%) is given to the 3 <sup>rd</sup> placed athlete, the prize for 9 <sup>th</sup> (3%) is given to the 4 <sup>th</sup> placed athlete and the prize for 10 <sup>th</sup> (2.5%) is given to the 5 <sup>th</sup> placed athlete. The prize for 11 <sup>th</sup> (2.5%) is then given to the 1 <sup>st</sup> place athlete and the prize for 12 <sup>th</sup> (2.5%) is given to the 2 <sup>nd</sup> placed athlete. <b>10 athletes:</b> winner gets prize for 1 <sup>st</sup> (25%) and 11 <sup>th</sup> (2.5%), second placed gets prize for 2 <sup>nd</sup> (20%) and 12 <sup>th</sup> (2.5%); the remaining athletes receive the prize money for their placing as per the percentages from 3 <sup>rd</sup> to 10 <sup>th</sup> place.	25	10'000	25	10'000
2		20	8000	20	8000
3		15	6000	15	6000
4		10	4000	10	4000
5		7	2800	7	2800
6		5.5	2200	5.5	2200
7		4	1600	4	1600
8		3	1200	3	1200
9		3	1200	3	1200
10		2.5	1000	2.5	1000
11		2.5	1000	2.5	1000
12		n/a	2.5	1000	2.5
Total	40'000	100%	40'000	100%	40'000
13	Extra prizes for 13 <sup>th</sup> to last place*				
14					
15					
16					
Total					
* The OC must provide additional prizes for the remaining placed athletes to fulfil quota of one prize per four athletes. The amount to be given to each of these athletes must be stated in the Schedule.					

**Prize Money Distribution Chart 2:** Prize money distribution with 33% of prize money for the winner updated 06.12.2021

N° of starters	up to 11	12-48	49-100		
N° of prizes	Same as the number of starters who finish the competition	12	First 12 acc. to percentages below; extra prizes for 13 <sup>th</sup> to last*		
Prize money	Example: Competition prize money = 40'000.-	100% = 40'000	100% = 40'000		
		%	%		
1	All athletes who complete the competition receive prize money, to be distributed according to the percentages at right from the 1 <sup>st</sup> placed to the last placed athlete. The remaining prizes, i.e. the prizes foreseen up to 12 <sup>th</sup> place, are then distributed in descending order starting again with the 1 <sup>st</sup> placed athlete until there are no more prizes to be distributed. See examples below. <b>5 athletes:</b> winner gets prize for 1 <sup>st</sup> (25%) and the other athletes get the relevant percentages down to the last athlete, i.e. 5 <sup>th</sup> place (7%). The prize for 6 <sup>th</sup> (5.5%) is then given to the winner, the prize for 7 <sup>th</sup> (4%) is given to the 2 <sup>nd</sup> placed athlete, the prize for 8 <sup>th</sup> (3%) is given to the 3 <sup>rd</sup> placed athlete, the prize for 9 <sup>th</sup> (3%) is given to the 4 <sup>th</sup> placed athlete and the prize for 10 <sup>th</sup> (2.5%) is given to the 5 <sup>th</sup> placed athlete. The prize for 11 <sup>th</sup> (2.5%) is then given to the 1 <sup>st</sup> place athlete and the prize for 12 <sup>th</sup> (2.5%) is given to the 2 <sup>nd</sup> placed athlete. <b>10 athletes:</b> winner gets prize for 1 <sup>st</sup> (25%) and 11 <sup>th</sup> (2.5%), second placed gets prize for 2 <sup>nd</sup> (20%) and 12 <sup>th</sup> (2.5%); the remaining athletes receive the prize money for their placing as per the percentages from 3 <sup>rd</sup> to 10 <sup>th</sup> place.	33	13'200	33	13'200
2		20	8000	20	8000
3		15	6000	15	6000
4		10	4000	10	4000
5		6	2400	6	2400
6		4.5	1800	4.5	1800
7		3	1200	3	1200
8		2.5	1000	2.5	1000
9		2	800	2	800
10		2	800	2	800
11		1	400	1	400
12		n/a	1	400	1
Total	40'000	100%	40'000	100%	40'000
13	Extra prizes for 13 <sup>th</sup> to last place*				
14					
15					
16					
Total					
* The OC must provide additional prizes for the remaining placed athletes to fulfil quota of one prize per four athletes. The amount to be given to each of these athletes must be stated in the Schedule.					

In case of a tie for the 12<sup>th</sup> place in a competition with 12 to 48 starters, the prize money foreseen for the 12<sup>th</sup> place will be divided equally among the athletes concerned.

**For Competitions run in two rounds with more than 12 starters in 2<sup>nd</sup> round:**

OCs that indicate in the schedule that a specific number (that is more than 12) of athletes will return for the second round will be permitted to distribute the prize money for that competition among all the athletes taking part in the second round, even if the second round is followed by a jump-off in case of a tie on penalties for first place after the second round.

**DEDUCTIONS FROM PRIZE MONEY AT COMPETITIONS:**

Full details of any deductions from prize money must be outlined in the schedule. This includes government taxes. If it is necessary for Organisers to deduct such taxes, they must provide participants with an official form indicating the amount of tax deducted.

**The tax form must be provided to the athletes upon arrival and returned to the Organiser prior to departing.**

Space for organiser to include details if necessary

**IMPORTANT**

**The total amount of prize money shown for each Competition in the schedule must be distributed.** (FEI General Regulations articles 127 and 128)

For details of the prize money breakdown for each competition please refer to the tables at the end of this document; the Organiser must specify which of the two (2) tables will be used. The total prize money for the Competition must be distributed among the first twelve (12) placed athletes.

The Organiser must provide additional created prizes for athletes placed beyond twelfth (12<sup>th</sup>) place. The minimum amount for each of these additional prizes, for athletes placed from thirteenth (13<sup>th</sup>) to last place, must be clearly specified in the approved schedule and not exceed the prize money of the athlete placed twelfth (12<sup>th</sup>)

**10. MAXIMUM NUMBER OF STARTERS PER COMPETITION**

**\*Annex VI FEI Jumping Rules:**

Maximum 100 starters per Competition other than the GP. If more than 100 starters are declared, the OC must split the Competition into the number of groups required to ensure that there are no more than 100 starters in any group, and provide the same amount of prize money as indicated for the original Competition for each group. The additional prize money provided by the OC is not taken into consideration with regard to the overall prize money that determines the star level of the Event or the Longines Ranking point group of the Competition, if applicable.

OCs may apply either of the following methods for splitting the Competition:

The competition is split into the number of groups required before it starts. There may be athletes with multiple horses in each group but all horses of any one athlete must be in the same group. If it is not possible to have groups of equal size there may be a different number of starters in each group;

OR

The competition is run as one single competition and split afterward into the number of groups required to ensure that there are no more than 100 starters in any group, and the classification established as follows: the athlete with the best score is the winner of the first group, the athlete with the second best score is the winner of the second group and so on until prizes have been allocated to 25% of the total number of starters. *NB: In this case separate results must be sent to the FEI for each of the groups, e.g. results for Competition 1a and for Competition 1b (and for Competition 1c if the original Competition was split into three groups, etc).*

In both cases above each group must offer the same amount of prize money as indicated for the original Competition. For the avoidance of doubt, it is the number of declared starters in the Competition, not the final number of starters that determines whether the Competition must

be split.

As all FEI World Cup™ Competitions have the status of a Grand Prix, the minimum prize money requirements for the Grand Prix are applicable to the FEI World Cup™ Competition. For CSI-W Events with a Grand Prix Competition in addition to the FEI World Cup™ Competition, the minimum prize money requirements for the Grand Prix apply only to the FEI World Cup™ Competition; the Grand Prix Competition at such Events cannot offer more prize money than the prize money offered for the FEI World Cup™ Competition.

## **11. GLOSSARY**

### **\*Glossary FEI Jumping Rules:**

#### **Fees:**

- Compulsory Fee: Compulsory Fees are fees that may be charged by the OC for costs/services not included in the Entry Fee. Compulsory Fees, if charged, must be paid by the Athletes concerned as outlined below. Only the following Compulsory Fees may be charged by the OC, providing full details of the amount to be charged is included in the Schedule and approved by the FEI:
  - NF fee if applicable
  - NF medication control programme fee if applicable
  - FEI EADCMR fee if applicable (OC to indicate in the Schedule if the EADCMR fee is included in the Entry Fee or not)
  - Fee for health/customs-related documents for Horses if these have been requested by the Athlete.
  - Fee for manure disposal (maximum € 40 per horse per Event)
  - Fee for lorry parking if applicable (The fee indicated in the Schedule may only be charged per lorry not per Athlete.)
  - Fee for electric hook-up for lorry (The fee indicated in the Schedule may only be charged per lorry, not per Athlete.)
- Discretionary Fee: Discretionary Fees are fees that may be charged for optional commodities/services that may be purchased by an Athlete if he so chooses and that do not affect the equity of the Athlete's right to compete at the Event or the well-being of the Horse, such as:
  - VIP or premium parking
  - VIP table
  - Extra box for tack or for non-competing Horse
  - Extra bedding and/or fodder (details to be included e.g. shavings, straw, hay)
  - Premium stabling (all stabling at the Event must meet minimum FEI requirements)
- Entry Fee: The Entry Fee is the fee charged to participate in an Event with one Horse and covers the following:
  - Stabling of one Horse for the duration of the Event (includes cleaning and disinfecting stables before the event, including between Events that are part of Tours, water and electricity in the stables, first bedding or a fixed amount of bedding depending on the type of event and 24 hour security services for the stables)
  - Use of all facilities at the Event (no infrastructure fees may be charged)
  - Right to participate in all Competitions in accordance with the conditions in the Schedule (no nomination fees or start fees may be charged)
  - Administrative/Office fees (includes all services relating to administration of the Event and running of the Competitions: data/results/timing services, bookkeeping and accreditation services)

## XV. ANNEXES

### 1. FEI ENTRY SYSTEM

Please fill the form below in order to provide you and the other members of your committee or your IT Providers access to the FEI Entry System.

**FEI ID<sup>1</sup>:** 10097442  
**Name\*:** Bruno  
**First Name\*:** Barros  
**E-Mail\*:** bruno@chn.pt  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>  
**Events<sup>4</sup>:**

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**FEI ID<sup>1</sup>:** 10108317  
**Name\*:** Melissa  
**First Name\*:** Akers  
**E-Mail\*:** melissa@chn.pt  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>  
**Events<sup>4</sup>:**

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**FEI ID<sup>1</sup>:**  
**Name\*:**  
**First Name\*:**  
**E-Mail\*:**  
**Access Rights\*:**  Admin<sup>2</sup>  Consult<sup>3</sup>  
**Events<sup>4</sup>:**

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<sup>1</sup> If already have an FEI user account.

<sup>2</sup> Provides you the required access to manage entries and substitutions and download entries/lists.

<sup>3</sup> You are just able to consult and download the entries/lists.

<sup>4</sup> Leave the field blank if the user deals with the entries of all events in the show.

\* **Mandatory Fields**

## **2. RESULTS**

In order to proceed with the results publication and for qualification purposes the FEI requires results **to be uploaded directly on the FEI Database** within two days after the conclusion of the event.

All relevant information, file format and tutorial can be found on this page:

<https://inside.fei.org/fei/your-role/it-services/xml-format>

If you or your provider are unable to produce the required files, results will be accepted by e-mail to [results@fei.org](mailto:results@fei.org), in the proper Excel or "XML" format immediately after the event.

Please refer to compulsory format for CSIs/CSIOs/Championships and Games; the file can be downloaded using the following link:

<https://inside.fei.org/fei/your-role/it-services/results/jumping-results-forms>

**All results must include FEI Passport Registration number of horses and FEI ID number of Riders.**

Please note that as per Art. 109.6 (GR): OCs of International Jumping Events must inform the FEI and NFs whose teams or individuals have taken part, of the results and prize money paid to each placed Athlete and team, within two (2) days following the Event, unless otherwise specified for qualification and ranking reasons as communicated by the FEI. Failure from OCs of International Events to provide the FEI with the appropriate result(s) and/or prize money information by the aforesaid deadline and/or in the aforesaid format shall entail a warning for the first violation and thereafter a fine of CHF 1'000.- per violation.

The FEI may request a copy of the official PDF result signed by the relevant Officials at the Event.

**THE APPENDIX (8 PAGES) IS PART OF THIS APPROVED AND SIGNED SCHEDULE AND MUST BE DISTRIBUTED TO ALL OFFICIALS AND NFs AND IS AVAILABLE TO OTHERS UPON REQUEST**